



METROPOLITAN
TRANSPORTATION
COMMISSION

Agenda Item 2e

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Memorandum

TO: Administration Committee
FR: Executive Director
RE: Purchase Orders: Project-Based Temporary Staffing Services:

DATE: July 3, 2012
W.I.: 1515; 1253;1256

- i.) Mainz Brady (\$190,840)
- ii.) Modis (\$250,000)
- iii.) International Program Services (IPS) (\$228,150)
- iv.) BlackStone Technology (\$156,000)
- v.) Regional Government Services (RGS) (\$69,576)

This memorandum seeks Committee approval of purchase orders with five temporary staffing providers in the respective amounts referenced herein for project-based temporary staffing on the following projects: Funds Management System (FMS); the Automated Toll Collection Accounting System (ATCAS); and the development of audio/visual program material for the Bay Bridge.

Background


MTC contracts with several temporary staffing agencies to provide project-based staffing services for various operational programs, including FMS, ATCAS, and the development of public information. These contracts are not competitively procured, rather, individuals are hired for their technical and information technology expertise, and MTC enters into contracts with the agencies that represent the most qualified individuals. The individuals are selected following a recruiting effort which involves reaching out to multiple agencies to locate the best qualified person for the project. Such temporary staffing service contracts are not subject to the competitive procurement requirements of Executive Director's Management Memorandum No. 352, third party Contracting Policies and Procedures, and each of the agencies referenced in this memorandum has provided staffing to MTC in the past. Funding for agency staffing from July 1, 2012 through June 30, 2013 is included in the FY 2012-13 Agency Budget.

Below is a summary of the anticipated contracts with each staffing agency. Mainz Brady and Blackstone Technology will be providing staffing for the FMS project. Modis will be providing staffing for the ATCAS project. International Program Services will be providing staffing for both the FMS and ATCAS projects. Finally, Regional Government Services will be providing staffing for the development of audio/visual program material for the Bay Bridge.

Vendor	Agreement	NTE Budget
Mainz Brady	Purchase Order	\$190,840
Modis	Purchase Order	\$250,000
International Program Services (IPS)	Purchase Order	\$228,150
Blackstone Technology	Purchase Order	\$156,000
Regional Government Services	Purchase Order	\$69,576

Recommendation

Staff recommends that this Committee authorize the Executive Director or his designee to negotiate and enter into purchase orders with the above-listed agencies in the maximum amounts specified above for project-based staffing services through June 30, 2013.



Steve Heminger

SH:AM

REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order

Work Item No.: 1515

Vendor: Mainz Brady, Oakland, CA

Work Project Title: Project-Based Staffing Services

Purpose of Project: To provide project-based staffing services.

Brief Scope of Work: Provide project-based database developer staffing services for the Funds Management System (FMS) project.

Project Cost Not to Exceed: \$190,840

Funding Source: PPM

Fiscal Impact: Included in FY 2012-13 Agency Budget.

Motion by Committee: That the Executive Director or his designee is authorized to issue a purchase order to Mainz Brady for the purposes described above and in the Executive Director's memorandum dated July 3, 2012 and the Chief Financial Officer is directed to set aside \$190,840 in FY 2012-13 funds for such purchase order.

Administration Committee:

Dave Cortese, Chair

Approved: Date: July 11, 2012

REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order

Work Item No.: 1253

Vendor: Modis, San Ramon, CA

Work Project Title: Project-Based Staffing Services

Purpose of Project: To provide project-based staffing services.

Brief Scope of Work: Provide project-based network engineering staffing services for the Automated Toll Collection Accounting System (ATCAS) project.

Project Cost Not to Exceed: \$250,000

Funding Source: BATA

Fiscal Impact: Included in FY 2012-13 Agency Budget.

Motion by Committee: That the Executive Director or his designee is authorized to issue a purchase order to Modis for the purposes described above and in the Executive Director's memorandum dated July 3, 2012 and the Chief Financial Officer is directed to set aside \$250,000 in FY 2012-13 funds for such purchase order.

Administration Committee:

Dave Cortese, Chair

Approved: Date: July 11, 2012

REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order

Work Item No.: 1515; 1253

Vendor: International Program Services (IPS), San Mateo, CA

Work Project Title: Project-Based Staffing Services

Purpose of Project: To provide project-based staffing services.

Brief Scope of Work: Provide project-based application development staffing services for the Automated Toll Collection Accounting System (ATCAS) and application development production support staffing services for the Funds Management System (FMS) projects.

Project Cost Not to Exceed: \$184,470 (ATCAS) and \$43,680 (FMS)

Funding Source: BATA

Fiscal Impact: Included in FY 2012-13 Agency Budget.

Motion by Committee: That the Executive Director or his designee is authorized to issue a purchase order to IPS for the purposes described above and in the Executive Director's memorandum dated July 3, 2012 and the Chief Financial Officer is directed to set aside \$228,150 in FY 2012-13 funds for such purchase order.

Administration Committee:

Dave Cortese, Chair

Approved: Date: July 11, 2012

REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order

Work Item No.: 1256

Vendor: Regional Government Services (RGS), Monterey, CA

Work Project Title: Project-Based Staffing Services

Purpose of Project: To provide project-based staffing services.

Brief Scope of Work: Provide Video recorded materials, with Edits of program material of the Bay Bridge. Assemble final visual/audio program material for historical purposes museum.

Project Cost Not to Exceed: \$69,576 (BATA)

Funding Source: BATA

Fiscal Impact: Included in FY 2012-13 Agency Budget.

Motion by Committee: That the Executive Director or his designee is authorized to issue a purchase order to RMS for the purposes described above and in the Executive Director's memorandum dated July 3, 2012 and the Chief Financial Officer is directed to set aside \$69,576 in FY 2012-13 funds for such purchase order.

Administration Committee:

Dave Cortese, Chair

Approved: Date: July 11, 2012

REQUEST FOR COMMITTEE APPROVAL

Summary of Purchase Order

Work Item No.: 1515

Vendor: Blackstone Technology, Oakland, CA

Work Project Title: Project-Based Staffing Services

Purpose of Project: To provide project-based staffing services.

Brief Scope of Work: Provide project-based database developer staffing services for the Funds Management System (FMS) project.

Project Cost Not to Exceed: \$156,000 (STIP-PPM)

Funding Source: BATA

Fiscal Impact: Included in FY 2012-13 Agency Budget.

Motion by Committee: That the Executive Director or his designee is authorized to issue a purchase order to Blackstone Technology for the purposes described above and in the Executive Director's memorandum dated July 3, 2012 and the Chief Financial Officer is directed to set aside \$156,000 in FY 2012-13 funds for such purchase order.

Administration Committee:

Dave Cortese, Chair

Approved: Date: July 11, 2012